



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF PILOT COMMISSIONERS

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PUBLIC MEETING MINUTES:	Board of Pilot Commissioners
MEETING DATE AND TIME:	Friday August 19, 2016 at 13:00.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
MINUTES APPROVED:	Approved October 26, 2016

MEMBERS PRESENT

Bradford Schell, Professional Member
Joseph Morrissey, Professional Member
Stephen McGuiness, Professional Member
Laura Phillips, Public Member
Mark Reardon, Public Member
Maia Murphy, Public Member

MEMBERS ABSENT

Penelope Marshall, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Patricia Davis, Deputy Attorney General
Melanie Alexander, Administrative Specialist II

OTHERS PRESENT

David Potter Jr.
David Mangler, DPR Director

CALL TO ORDER

Mr. Schell called the meeting to order at 13:09

REVIEW AND APPROVAL OF MINUTES

A motion was made by Mr. Reardon, seconded by Ms. Phillips, to approve the May 20, 2016 meeting minutes as written. The motion carried unanimously.

UNFINISHED BUSINESS

Rule 5 Regulation Change Hearing

Ms. Davis asked if there was any public comment received; Ms. Alexander advised that there was none received. The Board deliberated on the rules as proposed and voted unanimously to publish as final Rule 5 as proposed.

Indefinite Inactive License Requirements

The Board reviewed and discussed how other boards handle inactive licenses. After review Mr. Schell stated he would like to shape an inactive period for River Pilots after the Board of Nursing inactive regulation. The Board was in agreement. Ms. Davis will work on a draft for the Board to review at the November meeting.

NEW BUSINESS

Ms. Alexander advised the Board that on June 17, 2016, the Pilot's Association requested that the Board start procedures for selecting 3 apprentices for training. She also advised the Board that the last time the Division accepted apprentice applications was in 2008, requiring the Board to evaluate the process for public notification, application, evaluation, interview and selection.

After substantial discussion and careful consideration, the Board unanimously voted to start accepting applications on September 1, 2016 and established the deadline for submitting an application as October 14, 2016. The Board also decided to run the newspaper ads for public notification for 14 days beginning on September 1, 2016.

The Board engaged in substantial discussion about the scope of the initial application for Pilot apprentices. The Board considered the appropriate balance between gathering sufficient information upon which to make an informed selection for interviewing apprentice applicants and the lawful scope of the initial questionnaire. Ms. Davis counseled the Board that information contained in an applicant's criminal background check, driving record, or military service records could not legally be considered. The Board unanimously voted to request this information of applicants in the interest of public safety.

The Board decided that they would meet on October 26, 2016 for review of the applicants' questionnaires to decide which applicants they will then interview.

COMPLAINT STATUS

OTHER BUSINESS (for discussion only)

CORRESPONDENCE

PUBLIC COMMENT

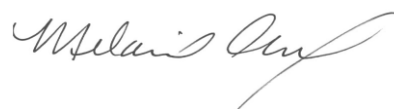
NEXT MEETING

The next meeting will be October 26, 2016 at 1300.

ADJOURNMENT

With no further business before the Board, a motion was made by Mr. Reardon, seconded by Ms. Phillips, to adjourn the meeting. The motion carried unanimously. The meeting went off record and adjourned at 16:00.

Respectfully submitted,



Melanie Alexander
Administrative Specialist II